

## *Vacancy Details*

**Personnel Notice:**

22-16

**Date Announced:**

2/17/2016

**Closing Date:**

2/24/2016

**Command:**

ONR

**Grade:**

NO-V (GS-14/15 equivalent)

**Type:**

Supervisory Intellectual Property (IP) Branch Head

There is a vacancy for an attorney to serve as the Supervisory Intellectual Property (IP) Branch Head within the Office of Counsel, Naval Research Laboratory (NRL), located in Washington, D.C. within the Office of Counsel, Office of Naval Research (ONR). As the corporate research laboratory for the Navy and Marine Corps, NRL is a premier research facility with cutting-edge scientific research programs and advanced technology development. NRL's Office of Counsel supports NRL's R&D programs by providing the full range of legal services necessary for the establishment and protection of Government rights in NRL developed and funded technologies, the accomplishment of the NRL technology transfer mission, and the establishment and protection of Government rights in inventions and technical data developed under NRL contracts and other agreements.

The IP Branch Head manages and directs all aspects of domestic and foreign patent prosecution and patent litigation; provides advice to the NRL community in all areas of intellectual property law, technology transfer, and IP rights under Government agreements; resolves questions about rights in inventions, technical data, and software; and, addresses patent and copyright administrative claims. The IP Branch Head is responsible for managing and directing a staff of 17 who provide the full range of OGC IP legal support to NRL's senior leadership of over 50 SF278 filers and almost 3000 scientific and support staff. Program and budget management responsibilities include participation in NRL's Invention Evaluation Board and securing adequate funding for IP Branch initiatives. Leadership and superior communication skills are a must.

This opening will be filled at the level NO-V pay band of NRL's personnel demonstration program, which is equivalent to a GS-14/15 salary that ranges from \$107,156 to \$160,300. To be selected at the NO-V level (GS-14 equivalent), the applicant must have at least 3 1/2 years of relevant legal experience. To be filled at the NO-V level (GS-15 equivalent), the applicant must have at least 5 1/2 years of relevant legal experience. A 5% supervisory differential is also added to the compensation for this position.

Applicants will be evaluated on their demonstrated: 1) management/supervisory skills as reflected by the proven ability to successfully organize, lead, and direct the work of others individually and as a team; 2) oral communication skills and ability to work effectively and tactfully with NRL clients at all organizational levels; 3) depth, breadth, and quality of legal experience in intellectual property matters; 4) strength of research, analytical,

and writing skills; 5) patent preparation and prosecution experience; and, 6) knowledge of and familiarity with the Department of Defense and Department of the Navy R&D missions and organizations. NRL will also consider the knowledge that applicants have of software programs used to manage IP and technology transfer caseloads. Experience with the software programs that NRL uses for case management is desired. NRL presently uses CPI, IPMIS, IPDAS, USPTO's PAIR, and INTIUM to support case management in its IP and technology transfer programs. Applicants with a record of making significant contributions to the advancement of the DON OGC or equivalent Office of the General Counsel or Law Firm/Office beyond the day to day legal practice is desired.

Interested attorneys may contact Mr. James McCutcheon, NRL's Counsel, at 202-767-2244, [james.mccutcheon@nrl.navy.mil](mailto:james.mccutcheon@nrl.navy.mil) or Ms. Amy Rissing, Intellectual Property Attorney, Office of Naval Research, at 703-696-4004, [amy.ressing1@navy.mil](mailto:amy.ressing1@navy.mil).

To be eligible for consideration, an applicant must be a U. S. citizen; have an undergraduate science degree; have a strong technical/scientific background in electrical, chemical or mechanical engineering, computer science, or physics; be a graduate of a law school accredited by the American Bar Association; be an active member in good standing of the bar of the highest court of a State, U.S. Commonwealth, U.S. Territory, or the District of Columbia, be admitted to practice before a state or federal court, and be admitted to practice before the US Patent and Trademark Office. Applicants must be eligible to obtain and maintain a Secret security clearance.

Applicants should submit: an SF-171, OF-612, or expanded resume; two legal writing samples, to include at least one application for an issued U.S. patent; two most recent performance appraisals if available; and, the names and phone numbers of at least three references (other than current supervisors) who the applicant agrees may be contacted by NRL. Attorneys who have graduated from law school after 2010 must provide a copy of their law school transcripts including class rank. Send all documents to:

Ms. Jazmine King  
Code 1008.1  
Naval Research Laboratory  
4555 Overlook Avenue S.W.  
Washington, D.C. 20375-5320

It is recommended that applications be sent electronically or by Federal Express or similar means due to recent delays that have resulted from required security inspections. Email applications will be accepted by Ms. King at [jazmine.king@nrl.navy.mil](mailto:jazmine.king@nrl.navy.mil). Facsimiles will not be accepted.

This personnel notice will close at 11:59 PM EST on February 24, 2016 and applications must be received by this time to be considered.

If the successful applicant is not currently a member of the Department of the Navy Office of the General Counsel, processing of the hiring action can only commence after submission of those items identified in the "Instructions for New OGC Attorneys" (see Careers section of [www.ogc.navy.mil](http://www.ogc.navy.mil)).

Applicants eligible for veterans' preference must specifically claim such eligibility in their cover letter, identify the basis for the claim, and include supporting documentation (e.g., the DD 214, Certificate of Release or Discharge from Active Duty or other supporting documentation) with their submission. Not all veterans are preference eligible. For a summary of time periods, campaigns, and conditions that entitle an applicant to preference eligibility, please visit [www.opm.gov/veterans](http://www.opm.gov/veterans) and review the "Vets Info Guide" and the "Vets Guide." There is no formal rating system for applying veterans' preference for attorney appointments in the excepted service; however, the Department of the Navy Office of the General Counsel considers veterans' preference eligibility a

positive factor in the attorney hiring process. Applicants who do not claim and do not provide adequate supporting documentation for veterans' preference will not receive the positive factor consideration.

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy or gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

Reasonable Accommodation Policy Statement:

[https://help.usajobs.gov/index.php/Reasonable\\_Accommodation\\_Policy\\_Statement](https://help.usajobs.gov/index.php/Reasonable_Accommodation_Policy_Statement)

Legal and Regulatory Guidance: [https://help.usajobs.gov/index.php/Legal\\_and\\_Regulatory\\_Guidance](https://help.usajobs.gov/index.php/Legal_and_Regulatory_Guidance)

Relocation expenses are not available.

THE DEPARTMENT OF THE NAVY IS AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER

The Department of the Navy is an Equal Opportunity/ Reasonable Accommodation Employer. All hiring and advancement in the Office of the General Counsel is based on merit without regard to race, color, national origin, religion, age, sex, sexual orientation, disability, political affiliation or marital status.

The Department of the Navy provides reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should inform the individual identified in the personnel notice. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

#### VETERANS PREFERENCE IN HIRING

Department of the Navy attorney positions are in the excepted service, not the competitive civil service. There is no formal rating system for applying veterans' preference to attorney appointments in the excepted service; however, the Department of the Navy considers veterans' preference eligibility as a positive factor in attorney hiring. If you are eligible for veterans' preference in hiring, you are encouraged to include that information in your application along with the supporting documentation, e.g., DD 214. Not all veterans are eligible for veterans' preference. To find out if you are, you may visit the Veterans' Preference Advisor, operated by the Department of Labor at <http://www.dol.gov/elaws/vets/vetpref/vetspref.htm>.